



Community Garden Submission Questionnaire

A municipality can earn 10 points for supporting an active community garden in which all members of the community can participate. Additional points can be earned if the garden policies require all members to practice environmentally friendly gardening practices (5 points) and garden leadership coordinates efforts to donate some of the garden produce to local food pantries or other food distribution efforts.

The submission questionnaire is broken into three sections reflective of these options. **At a minimum, completion of the community garden section is required and this form must be uploaded to your action submission.**

To view a sample of a completed questionnaire, click [here](#).

Reminder: The garden **must be operational in the year the municipality is applying for certification**. For example, if a municipality is applying for certification in 2020, but only provides information about the garden in 2019, it will not qualify. This action is specifically for a community garden. A school garden will only be eligible for points if the municipality demonstrates meaningful support and ongoing involvement in the garden as outlined in the [action description](#).

I. COMMUNITY GARDEN INFORMATION (10 POINTS) - REQUIRED

In what year did your garden open?	2014
Who owns the property on which the garden is located?	a - The municipality (The City of Newark)
Please describe how the municipality was involved in planning and construction of the community garden.	Provided \$1 Rental through Adopt A Lot program, providing use of the land as a garden and community space.
Who is responsible for the ongoing management of the community garden	e - Members of the community garden.
Please describe how the municipality was involved in ongoing operation of the garden. This can include maintaining the property around the individual garden plots, providing utilities to site, municipal representation on the organization's board, etc.	Helps to maintain property around the garden, picks up garbage and the Fire Dept. comes to deliver water to the garden. So that plants can be watered.



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What type of garden is it?	a - Community members register for an individual plot in the garden and grown produce for their person use.
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1. Please list the municipal departments, non-profit organization and other community organizations or groups involved with the garden and the role they play in the operation and maintenance of the garden.

Name	Role
Newark Maintenance Dept.,.	helps keep surrounding area clean, with regular garbage pick ups and supplies, Newark Fire Dept supplies water to the garden
Rabbit Whole farm and Newark Science and Sustainability.	share resources, supplies and garden surpluses. We Collaborate and network in yearly community events, to build a strong proactive sustainable green movement locally and globally
Whole Food Foundation	provided grant to purchase garden beds, soil and supplies for community gardening and events

2. Please identify at least two samples of community garden communications pieces from the list below. The samples should be from the current year. The actual documents should be uploaded to the online actin submission page for this action or links to the items, such as from the municipal website, can provided in the table. Please list the file name and provide a brief description in the table below. All materials submitted should have a date, including the year, indicated on them.



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Community Garden Communications	Name of file uploaded and description of what it shows
Project newsletter article	
End of growing season report	
Garden plot application form	
Garden club/organization meeting minutes	
Website link	X – facebook site: https://m.facebook.com/Morning-Glory-Garden-for-Change-757301834472773/
Social media post/page (only one allowed)	X - Morning_glory_Instagram1_10_30_2020.png X - Morning_glory_Instagram2_10_30_2020.png Two screenshots from our one Instagram page.



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II. ENVIRONMENTALLY FRIENDLY GARDENING (5 POINTS)

Please describe the community gardens environmentally friendly gardening policies.	<p>We are an organic garden, we do not use any chemicals for pest control. We utilize companion planting and vegetation/ flowers to promote a healthy ecosystem, pollination and pest control. Organic compounds are used if and when stronger methods are needed, like vinegar, neem, Castile soap etc. we look for natural ways. We compost vegetable scraps to build nutrient dense soil, and have used cow manure from a cow sanctuary and mushroom compost from a farm to boost soil quality. We chop and drop in each garden bed at the end of each season to compost vegetation.</p> <p>Our gardening policy is also about the community, to provide a friendly open garden green space to enjoy and reboot. Sitting in nature is soothing and revitalizing and distressing.</p>
How are these policies communicated to potential and active members of the community garden?	Verbally communicated to each new member. And reinforced through discussion, mentoring and planning in the garden.
How are the policies enforced?	Communication, one on one.

- Please identify at least two samples of community garden communications pieces that highlight the environmentally friendly gardening policies from the list below. The samples should be from the current year. The actual documents should be uploaded to the online actin submission page for this action or links to the items, such as from the municipal website, can provided in the table. Please list the file name and provide a brief description in the table below. All materials submitted should have a date, including the year, indicated on them.**

Note: If any of the community garden materials listed in the Community Garden section of this form include information about environmentally friendly gardening policies, you do not need to re-upload the document, please just make a note in the chart below.

Select at least two materials below	Name of file uploaded or link and description of sample
Community Garden handbook, member contract, rules, etc.	
Member meeting presentations or meeting minutes	



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Select at least two materials below	Name of file uploaded or link and description of sample
Sign installation (provide a photo)	x - MorningGlory_EnvironFriendly_Sign1_10-30-2020.pdf x - Morning_glory_Sign2_10-30-2020.jpeg These are signs we have posted at our community garden site.
Information posted on website	

III. PRODUCE DONATION (5 POINTS)

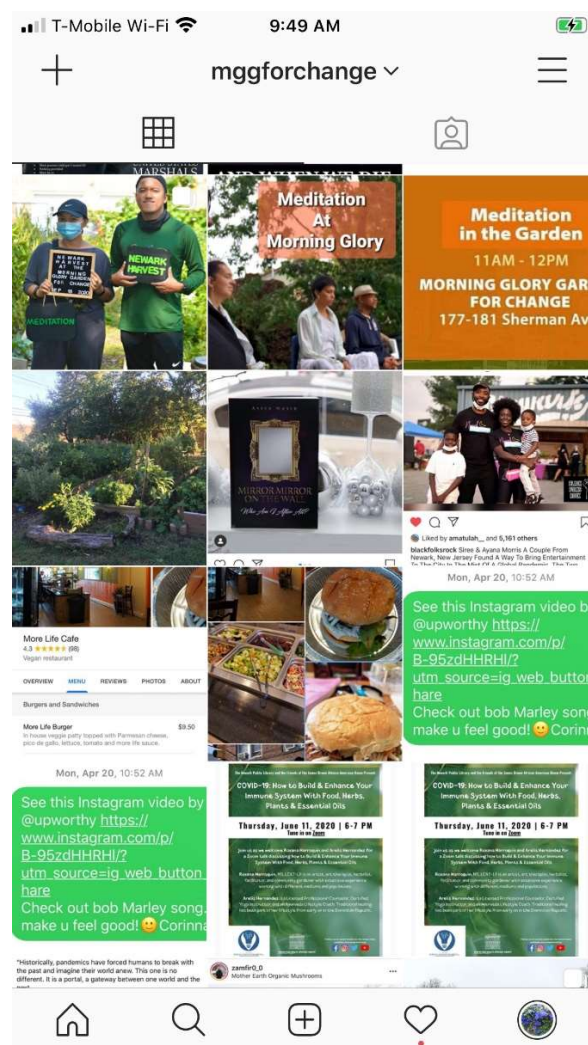
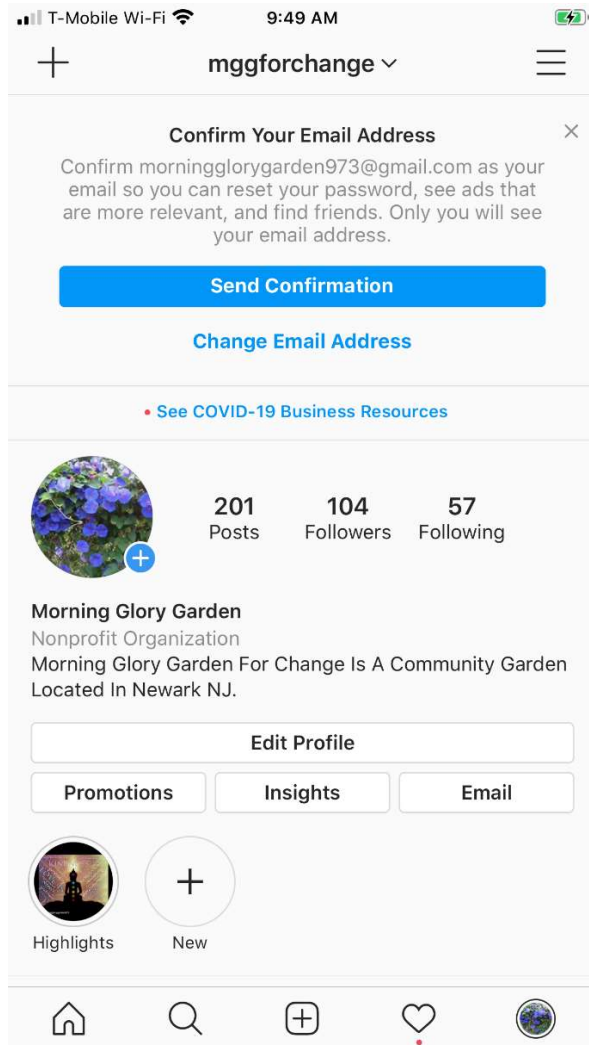
How is the produce to be donated collected?	Garden members from other gardens come to our garden to pick vegetables, herbs and flowers if we surplus.
Where is the produce donated and how often?	Rabbit Hole Farm and Newark Science and Sustainability. On an as needed basis. They give us a call and we let them know what we have available. Also we provide veggies, fruits, herbs and flowers to individuals as requested. Very informally. Community people visit garden and request produce and are provided with food.
Approximately how much community garden produce is donated to a local food bank or food distribution program on an annual basis?	Guesstimating 50 lbs
Please upload a letter, copy of email, or other communications that acknowledges the local food bank's or other food distribution program's receipt of the Community Garden's donations.	



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SAMPLES:

Section 1, social media





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SAMPLES (continued)

Section 2 – Environmentally Friendly Gardening

